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Pers. 7

MEMORANDUM FOR: Chairman, CS Training Committee

SUBJECT

: Miss [REDACTED]

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1. Reference your telephone inquiry of 26 August 1954 concerning subject employee's assignment status and participation in Agency training at this time.

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2. Miss [REDACTED] has recently returned from an overseas assignment with the EE Division, DD/P. Since her service designation is "A", the Administration Career Board is primarily responsible for planning her utilization and development within the Agency. At present, her next assignment has not yet been determined by the Board. In view of her superior record with the Agency, however, it is positively not anticipated that it will be necessary to separate her as surplus to the needs of the Agency. It is expected that her next assignment will be determined within several weeks, possibly sooner. It is believed that the training for which she has been recommended will make her an even more valuable asset to the Agency.

3. Please do not hesitate to call me again (Extension 738) if you desire additional information concerning this employee.

[REDACTED]
Executive Secretary
Administration Career Board

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EE/ADMIN CB:DST:hh (28 Aug 54)

- 1 - DD/A chrono
- 1 - DD/A subject ✓

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